

**Lead Entity Advisory Group (LEAG)**  
**Girl Scouts Center**  
**DuPont, WA**  
**April 14, 2009**  
**9:00 a.m. – 3:00 p.m.**

**Final Summary Notes**

Attendance	<ol style="list-style-type: none"> <li>1. Mike Johnson, Pacific</li> <li>2. Mike Nordin, Pacific</li> <li>3. Lauri Vigue, WDFW</li> <li>4. Dan McCarty, Klickitat</li> <li>5. Amy Hatch-Winecka, WRIA 13&amp;14</li> <li>6. Angie Begosh, YBFWRB</li> <li>7. Char Schumacher, Okanogan</li> <li>8. Barbara Rosenkotter, San Juan</li> <li>9. Kathy Peters, West Sound Watersheds</li> <li>10. Joy Juelson, Chelan</li> <li>11. Jenna Norman, WDFW</li> <li>12. Joe Maroney, Pend Oreille</li> <li>13. Nick Bean, Pend Oreille</li> <li>14. Peter Schroeder, Forum on Monitoring, LEAG rep</li> <li>15. Jeanette Dorner, Nisqually</li> <li>16. Lorin Reinelt, Pierce</li> <li>17. Alex Conley, YBFWRB</li> <li>18. Mary Jorgensen, WRIA 8</li> <li>19. Morgan Schneider, PSP</li> <li>20. Kris Buelow, SRSRB</li> <li>21. Bob Burkle, WDFW</li> <li>22. Megan Duffy, RCO</li> <li>23. Brian Abbott, RCO</li> <li>24. Rachael Langen, RCO</li> <li>25. Richard Brocksmith, HCCC</li> <li>26. Sara LaBorde, WDFW</li> <li>27. Shirley Solomon, Skagit Watershed Council</li> <li>28. Mary Raines, Skagit Watershed Council</li> <li>29. Chris Luerkens, Island County</li> <li>30. Rich Osborne, NPCLE</li> <li>31. Cheryl Baumann, NOPL</li> <li>32. John Sims, Quinault</li> <li>33. Erik Neatherlin, WDFW</li> </ol>
General Announcements	<p>The draft January and February LEAG notes were approved as written.</p> <p><b>Announcements</b></p> <p>Richard Brocksmith announced that Lead Entity Day at the Capitol was a success. It was</p>

	well attended, and a great celebration/recognition of everyone involved in salmon recovery.
Reports and Updates	<p><b>Council of Regions Update ** See attachment</b>  Alex Conley gave a brief update on the discussions and work accomplished by the Council of Regions. This update included working with Lead Entities to develop the 8% budget reduction, developing individual regional operational budget proposals for SRFB, identifying potential federal stimulus projects, identifying key regional monitoring needs that could be supported by the Washington Monitoring Forum, and providing input to RCO and tracking changes in the state's salmon recovery structure.</p> <p><b>WDFW Update **See attachment</b>  Sara LaBorde, WDFW, explained the handout she developed for LEAG regarding the roles and potential staff cuts of WDFW in the salmon recovery system in relation to the Salmon Recovery Funding Board and lead entities/regions. The handout included Technical Assistance, Permitting, Habitat Work Schedule, Nearshore/Estuary, Hatchery Reform, and Accountability. The range of FTEs cut will be determined by the outcome of the legislative session. Other potential sources of revenue are being investigated by the agency to offset FTE cuts. LEAG responded that this was a beneficial report and assisted in understanding the capacity issues and impacts on lead entities.</p> <p>Lauri Vigue announced that not all lead entities have submitted their estimates of potential unspent lead entity funds for the end of the fiscal year. In previous years these funds were pooled and made available to lead entities in need to be spent out by June 30, 2009. To date, most lead entities have reported they will be spending all of their funds. WDFW still needs to hear from a few more lead entities before any bonus funds are determined</p> <p><b>**Please note: current PSAR 5 % capacity funds will be reallocated by RCO and are available until June 30, 2011.</b></p>
Managing for 8% budget reduction	<p>Richard Brocksmith gave a brief summary of the budget reduction process to date. LEAG went through a round table exercise to give each lead entity an opportunity to share relevant updates to the transition discussion. There was a variety in the different approaches and outcomes to this 8% budget reduction. Ideas included losses of quality, complete, timely responses to requests, reducing in-person meetings, cuts across the whole program, requesting interns for HWS support, a few counties/tribes will cover the cut, some regions will support the LEs who are unable to take a cut, and finally LEs have and will continually change to be the most efficient and effective as possible.</p> <p>Brian Abbott gave an update on the biennial grant round process and contracting efficiencies. RCO is developing some options for a biennial grant round that will be presented to the SRFB in May. Nothing would change for the 2009 grant round. The board may provide direction to keep refining the biennial grant round options and work with regional organizations and lead entities.</p>
Future of Lead Entity Program in RCO	<p><b>Future of LEAG ** See attachments</b>  Rachael Langen, RCO's deputy director, went through the handout on "Lead Entity Transition" and asked for LEAG input on the different concerns and challenges. Rachael</p>

	<p>noted everyone's appreciation of Lauri Vigue's outstanding work as the Lead Entity program coordinator for WDFW.</p> <p>LEAG showed strong support and need for the well attended advisory group to continue. Staff support will be needed to continue this group, as there will be no further capacity from WDFW.</p> <p>Some of the concerns and challenges voiced by LEAG were a need for advocacy, support, relationships and commitment for local voices and salmon recovery as a program. Another challenge is to provide the same creative thinking and problem solving that was previously a product of the three agencies (WDFW, RCO, and GSRO) working together to coordinate salmon recovery. How will we continue this without the connection to WDFW as it has been in the past? Other concerns included providing training opportunities and maintaining relationships between LEs, creating a structured agenda and networking body, providing public outreach, educating LE staff on fiscal accounting and policy, including the ability to include protection of unlisted fish species (not only ESA listed). There was also some discussion about opportunity for improving our advocacy roles for salmon recovery in Washington State.</p> <p>The WDFW is in the process of updating the Lead Entity Coordinator Welcome Packet. The final document will be provided to lead entity coordinators and RCO by the end of May 2009.</p> <p>Rachael mentioned that contracts need to be in place by July 1, 2009. Lauri might be able to provide support for the program on a minimal basis through June. Jenna Norman will most likely be out of the program by the end of May.</p> <p><b>ACTION: Rachael Langen will send out the boiler plates for the contracts and respond to LEAG suggestions today.</b></p>
Jeff Koenings Award	<p>Sara LaBorde introduced and presented WDFW's previous director Jeff Koenings with an award from Lead Entity Day at the Capitol. The award was in recognition of his support and dedication to the last 10 years of successful salmon recovery.</p>
SRFB / RCO Update	<p><b>2009 Grant Update</b></p> <p>Brian Abbott gave a power point presentation on RCO/SRFB updates. RCO is waiting for the final state budget. \$25 - \$30 million in PCSRF funds will be available for the next biennium. Currently the totals are \$17.2 million for habitat projects, and \$3.0 million for monitoring. SRFB will decide in May what is available for this grant round.</p> <p><b>Manual 18</b></p> <p>2009 grant application materials are on RCO's website. Application workshops will be held May 20 in Yakima, May 27 in Olympia, and May 28 in Mt. Vernon. The next SRFB meeting will be held in Camas, WA on May 14th and 15th.</p> <p><b>Review Panel Appointments</b></p> <p>Please schedule your review panel time. Review panel request forms (for appointments) are available on RCO's website. New this year is the use of Share Point to communicate</p>

	<p>and coordinate site visits, share documents and follow up on project review issues. An account/password will need to be set up through Access Washington to use Share Point. RCO hopes to have this working by the middle of May.</p> <p>It is time again to update the review panel qualification list. RCO will be sending out an RFQQ in May and make a selections in late June. We expect to add one to two new members to the review panel team. We will be putting together a small review group to make those selections which will include a lead entity representative.</p> <p><b>Project Conference Update</b> The conference will be held April 15th and 16th at the Little Creek Events Center. There are 510 participants registered and over 75 presenters.</p> <p>Handouts for RCO updates can be found by clicking on the following links:  <a href="http://www.rco.wa.gov/documents/Manuals&amp;Forms/srfb/8th_rnd/PermitStreamlining.pdf">http://www.rco.wa.gov/documents/Manuals&amp;Forms/srfb/8th_rnd/PermitStreamlining.pdf</a>  <a href="http://www.rco.wa.gov/documents/Manuals&amp;Forms/Manual_18.pdf">http://www.rco.wa.gov/documents/Manuals&amp;Forms/Manual_18.pdf</a></p>
LEAG elections	<p><b>LEAG Executive Committee Representation</b> Lauri reported there will be three Executive Committee Members terms that expire in July 2009: Paul Dorn, Barbara Rosenkotter and Charlene Schumacher. The northeast coordinator position is also still vacant.</p> <p><b>Northeast Vacancy</b> Joe Maroney agreed to represent the northeast region for LEAG, his term will expire in July 2010.</p> <p>Kathleen Peters reported Paul Dorn was not available to continue due to time limitations. Barbara Rosenkotter agreed to continue as long as she had travel support from RCO, and Char agreed to continue.</p> <p><b><u>Motion</u></b> Jeanette Dorner [moved], Richard Osborne [seconded]</p> <p>To nominate Joe Maroney, Char Schumacher, and Barbara Rosenkotter (conditional) as LEAG representatives on the Executive Committee. Char and Barbara's terms will expire in July 2012.</p> <p>There is still one Puget Sound vacancy on the executive board.</p> <p><b>ACTION: Nominations for Puget Sound EXCOMM should be given to Richard Brocksmith by May 29th.</b></p> <p>The motion was carried unanimously. Officer elections will be held in July.</p> <p>These terms will be effective on July 1, 2009.</p>

	<p>Under the current LEAG Mission and Structures document, nominated Executive Committee members are submitted to the Director of the Washington Department of Fish and Wildlife for approval. Given the impending transition over to RCO, that process for final approval is no longer valid. LEAG agreed that we should nominate and approve our own Executive Committee. Therefore the positions were approved by LEAG by unanimous vote. The LEAG Mission and Structures document will have to be updated with this change in 2009.</p> <p><b>ACTION: Richard will determine if RCO will provide travel support for LEAG EXCOMM members beginning in July 2009.</b></p> <p><b>ACTION: LEAG/RCO to update the LEAG Mission and Structures Document FY09.</b></p> <p>Prior to LEAG Jenna had sent out the 2008 LEAG Representation, primary and secondary, designees document to the lead entity coordinators for updating.</p> <p><b>ACTION: LE coordinators send updated representation information to Jenna</b></p>
Habitat Work Schedule Update	<p><b>HWS Licensing and Contract Language Update</b></p> <p>Erik Neatherlin provided an update for HWS. The funding for the remaining HWS user licenses will be secured within two month from the USFWS. Once the funding is secured, Lauri will initiate lead entity contract amendments. The leftover funds from the last fiscal year were used to pay for the first 6 licenses. The individual \$10,385 license fee will be a annual cost. RCO staff expressed their intent to keep HWS, improving coordination between PRISM and HWS. One LEAG suggestion was to use the Share Point resource on HWS website. Erik clarified that he is planning to continue working on HWS, and the database has RCO and federal support to continue. Alex Conley mentioned that LEAG should review the long term business model, and be prepared to use the export tool to extract data if/when moving the database to another system. This could be a future discussion topic between LEAG and RCO.</p> <p>Erik mentioned that the monthly HWS Advisory Group has been a successful coordination tool. He is currently working on aligning the updated PCSRF dictionary with HWS language (which will not require data entry efforts from LEs). Erik reviewed the recent enhancements including the data export tool (which includes .html files available to link to your webpage), the export tool for the 3-year work plan, and the project validation tool.</p> <p>Erik announced that he would be at RCO's project conference in the help section to answer any questions regarding HWS.</p>

## LEAG ACTION ITEM PROGRESS REPORT

Action Item	Issued/Updated	Whom	Status
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Monitoring Survey will be re-sent with due date to all lead entity coordinators	9/23/08	Richard Brocksmith	Completed
At a future LEAG include on the agenda a discussion of land acquisition barriers, possibly inviting WWRP and others	9/23/08	Richard Brocksmith	Future discussion
Nominations for Puget Sound EXCOMM should be given to Richard Brocksmith by May 29th.	4/14/09	LE Coordinators	In Process
Richard will determine if RCO will provide travel support for LEAG EXCOMM members beginning in July 2009	4/14/09	Richard Brocksmith	In Process
LEAG to update the LEAG Mission and Structures Document FY 09	4/14/09	LEAG	Next biennium
LE coordinators send updated representation information to Jenna	4/14/09	LE Coordinators	In Process
Send LE's boiler plates for contracts and respond to LEAG's suggestions.	4/14/09	Rachel Langen	In Process